



# OLTOA

Outdoor Leader Trainers of America



Dear 2018 Canoe Instructor Candidate,

Thank you for enrolling in the 3-4 day American Canoe Association Level 1 Tandem Canoe Instructor Certification Workshop at Wyonegonic Camps. This program will help you bring your canoeing and teaching skills to a new level.

The goals of this workshop are: to help you learn how to enhance your teaching techniques, give effective feedback, and work on group management skills. We hope to help you understand how to teach ACA Canoe Workshops and give you the information you will need to achieve certification in the ACA. Successful candidates will receive ACA certification as a Level 1 Canoe Instructor.

You may have enrolled in the *Intro to Canoeing* and the *Instructor Certification Workshop*. If you are taking the *Instructor Certification Workshop* only you have an evening start time. Refer to your confirmation e-mail or contact Wyonegonic if you have any questions.

**Meeting times:**

**Level 1 Intro to Canoeing:**

**June 8th 9:00 AM – 5:30 PM**

**Level 1 Instructor Certification Workshop: June 8th 7:00 PM – June 11th 5:30 PM**

Some good things to know in advance:

This workshop will demand your full mental and physical attention for the entire 3-4 days. You will be asked to teach segments of the workshop and you may be asked to paddle your canoe in wind. You will be a rescuer and the person being rescued in cold water. Please come prepared to get wet. To participate in this workshop you will need to be able to spend several hours in a canoe, have the physical ability to perform self and assisted rescues and carry one end of a canoe 100 yards over uneven terrain. You should plan to come to this workshop well rested and leave very tired. This course will be physically and mentally demanding and will likely run into the evening hours.

You will be either in class or on the water all day. Please remember to bring a water bottle. If you need snacks between meals for energy please keep it simple (i.e. granola bar) and keep them in your car or in sealed plastic and not in your sleeping cabin. We will plan to eat our meals in the camp dining hall 8:00am, 12:30pm and 6:30pm. To enhance the quality of the program and the safety of our entire class, we ask that you bring all of the equipment on the enclosed bring list on all course days. If you are missing something on the bring list, please call us and we will try to help you get what you need. ***This is extremely important!***

**Homework:** An outline of the course (including your teaching assignments) will be sent to each student prior to the course. You will need to prepare to teach one 5-7 minute

teaching module. Your teaching module should include visual aids and get the group involved as much as possible. The goal should be to demonstrate good teaching techniques. It is more important to us that you choose two or 3 points of a subject and get those across effectively, rather than try to show us everything you know about the subject. This presentation does not need to use computers or power point. It needs to be fun and interactive. Remember all presentations should be geared towards the beginner. Feel free to use books, videos, and other resources as you prepare your teaching topic. Note: Please remember you do not have to cover everything about the topic. We assign you this topic in advance so that you have the opportunity to show us your best work. We may still ask you to do an impromptu presentation on any given topic. Please bring an outline (13 copies) of your teaching topic(s) to class.

Please look over the ACA “to bring list” and ensure you have everything on the list. You will be evaluated on your preparedness as an Instructor.

Go to the American Canoe Association website:

[http://www.americancanoe.org/?page=Instructor\\_Criteria](http://www.americancanoe.org/?page=Instructor_Criteria) and review the instructor criteria for an ACA Level 1 Canoe Instructor. This will start to familiarize you with the ACA and give you an idea of some of the skills we will cover as well as what you need to be proficient in by the end of the course. Note: You must be certified in First Aid and CPR to be an ACA instructor. Please bring a paper photo copy of your first aid cards with you. If you are taking First Aid and CPR after the Canoe Instructor training please let us know. We can verify your certification at that time.

This will be a fun workshop packed with information that will give you skills and confidence in teaching canoeing. We look forward to spending this time with you. Please feel free to contact me with any questions you may have.



Yours in adventure,  
Bob Myron  
Outdoor Leader Trainers of America,  
ACA IT Canoeing & Coastal Kayaking  
bobmyron@live.com  
207-720-0257  
[www.oltoa.com](http://www.oltoa.com)

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## "Bring List" for ACA Level 1 Canoe Instructor Candidates

**Canoes, paddles and personal floatation devices (Life Jackets) will be provided by the camp. You will need to bring the following items with you:**

### **Required:**

- Quick Dry shorts and Pants
- T-shirts
- Wool or fleece sweaters
- Warm hat
- Complete set of Rain gear to be used in case of rain or a top wind layer.
- Warm socks and footwear for class and to paddle in (Wetsuit booties, sneakers or sport sandals with wool socks are ok. (NO FLIP FLOPS PLEASE))
- Sun Glasses
- Sun Screen
- Sun hat or ball cap
- Insect repellent
- Flashlight or head lamp with fresh batteries
- Personal First Aid Kit with any prescription medications you may need
- Water bottles or hydration system (filled with water)
- Snacks for each day
- Dry Bag (Large enough for warm clothes) A garbage bag tied up in an old book bag will work too.
- Notepad and Pen
- Personal resources for your presentations; Books, visual aids etc.
- Anything else you feel you need to lead a successful day trip in June
- 13 copies of your course outline
- Current paper photo copy of your first aid and CPR certification cards

Note: You will be swimming and doing rescues in this class, bring some long pants to swim in if you don't have a wetsuit. This will provide some protection for your legs as you climb in and out of canoes.

### **Highly Recommended:**

- Dry suit or Wet suit and paddling jacket (We recognize that these are costly items but they will make your time in the water much more enjoyable and they will allow you to get more from this experience. If you don't own these items try to borrow them. Sometimes wet suits can be found at Good Will stores!
- Knee Pads or a foam pad to kneel on** (You can purchase an ensolite sleeping pad from a camping store or hardware store.

### **OPTIONAL:**

- Your favorite paddle or PFD
- Casual clothing for classroom sessions
- Waterproof disposable camera
- Weather radio
- Pocket Knife

The weather varies a lot in Maine this time of year. You may use every piece of clothing you have with you and wish you had more, or you may end up leaving some in the car. Better to have it and not need it than need it and not have it! We are trying to prepare you for the worst weather we expect while hoping for the best! Thanks for coming prepared!